

# Utah Special Education Program Improvement Planning System (UPIPS)

Class of 2006-2007

Timelines

YEAR 1

## Self-Assessment and Development of Program Improvement Plan and Corrective Action Plan

2006		2007		
June-August	September-December	January-February	March-April	May-June
<ul style="list-style-type: none"> <li>Receive UPIPS training and materials from USOE.</li> <li>Form UPIPS Stakeholder Steering Committee and establish sub-committees.</li> <li>Develop agenda and set dates for Stakeholder Steering Committee meetings.</li> <li>Train Stakeholder Steering Committee on the UPIPS process and review program areas, goals, and performance indicators.</li> </ul>	<ul style="list-style-type: none"> <li>Establish self-assessment timeline.</li> <li>Review school data profile and determine additional data needed.</li> <li>Collect off-site data.</li> <li>Examine data and collect additional data.</li> <li>Determine the process and dates for file reviews, interviews, surveys, and other needed data.</li> <li>Begin data collection of needed on-site data (file reviews, student outcome data, etc.).</li> <li>Submit compiled off-site data to USOE by <b>December 1, 2006.</b></li> </ul>	<ul style="list-style-type: none"> <li>Continue collection of on-site data.</li> <li>Monitoring of progress of sub-committees by Special Education Director.</li> </ul> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;">                     USOE to send off-site data analysis back to charter                 </div>	<ul style="list-style-type: none"> <li>Analyze all data collected from interview, student file reviews, off-site data analysis, and other data sources.</li> <li>Presentation of data analysis to Stakeholder Steering Committee.</li> <li>Identify Program Improvement Goals &amp; areas of non-compliance.</li> <li>Write Corrective Action Plan for areas of non-compliance.</li> </ul>	<ul style="list-style-type: none"> <li>Complete Self-Assessment Report.</li> <li>Submit Self-Assessment Report &amp; Request for Reimbursement to USOE by <b>June 30, 2007.</b></li> </ul>